

## **14 FAH-3 H-530 REQUIREMENTS ABROAD**

*(CT:AQM-1; 11-29-2005)  
(Office of Origin: A/OPE)*

### **14 FAH-3 H-531 CONTRACTING OFFICER NAME WARRANT PROGRAM**

*(CT:AQM-1; 11-29-2005)*

Contracting officer warrants are issued only to qualified individuals, by name, and are valid only at the current post of assignment. Warrants will be valid only for the tour of duty of the individual at a particular post. All posts should nominate at least two employees (three, for larger posts) to the Office of the Procurement Executive (A/OPE) for appointment as contracting officers to ensure that contractual coverage is available at all times.

#### **14 FAH-3 H-531.1 Provisional Name Warrants**

*(CT:AQM-1; 11-29-2005)*

Provisional name warrants are limited to \$100,000. That means that the Office of the Procurement Executive (A/OPE) must review the solicitation, contract, or modification when the amount exceeds \$100,000. Prior review may be waived pursuant to A/OPE's annual "Master Buy Plan" process. Actions exceeding \$100,000 will be authorized for signature only after review (or waiver of review) by A/OPE. The total amount of a contract action, for purposes of determining whether the action is within the contracting officer's authority, includes all option years. This review is not required for exercise of previously approved priced options or delivery orders placed against valid U.S. Government contracts.

#### **14 FAH-3 H-531.2 Standard Name Warrants**

*(CT:AQM-1; 11-29-2005)*

Individuals who successfully complete the Acquisitions Module of the General Services Officer (GSO) Course at the Foreign Service Institute/National Foreign Affairs Training Center (FSI/NFATC) (PA-221 conducted 1993 or later) qualify for a standard warrant in the amount of \$250,000. This means that the contracting officer need only submit acquisition actions over \$250,000 to the Office of the Procurement Executive (A/OPE) for review and

approval in accordance with the “Master Buy Plan,” instead of the \$100,000 threshold.

## **14 FAH-3 H-531.3 Advanced Name Warrants**

*(CT:AQM-1; 11-29-2005)*

- a. The Procurement Executive may increase the warrant level of a contracting officer abroad who can demonstrate the following:
  - (1) Successful completion of 3 weeks of acquisition training beyond the General Services Officer (GSO) Course Acquisitions Module; and
  - (2) Sufficient experience in contracting to provide reasonable assurance of being able to handle larger contracts.
- b. The additional training may be in the form of courses available from the Defense Acquisition University (DAU) (such as CON 202 - Intermediate Contracting), commercially available courses (for example, three one-week courses in topics such as Service Contracting, Cost and Price Analysis, Construction Contracting, Government Contract Law, etc.), or equivalent training that may become available from the Foreign Service Institute (FSI). The Office of the Procurement Executive (A/OPE) Homepage lists possible sources of this training.
- c. When a request for an advanced name warrant is received, A/OPE will review the request and analyze the quality of the candidate's previous acquisitions abroad to determine an appropriate dollar value for the warrant. The amount will not exceed \$500,000.

## **14 FAH-3 H-531.4 Temporary Name Warrant**

*(CT:AQM-1; 11-29-2005)*

As set forth at Department of State Acquisition Regulation (DOSAR) 601.603-3(b), the chief of mission is delegated authority to issue temporary name warrants for periods of up to 90 days in order to cover emergency, post-specific operational requirements such as staffing gaps, medical evacuations, or extended leave. This delegation of authority permits essential operations to continue in the absence from post of the Office of the Procurement Executive (A/OPE) name warranted contracting officer(s). Appointments must be made in writing on Form SF-1402, Certification of Appointment, provided on the A/OPE Intranet Web site, with a copy furnished to A/OPE. Temporary name warrants must contain both a limitation of \$100,000 for signature authority and a specific time period during which the warrant is effective.

## **14 FAH-3 H-532 THROUGH H-539 UNASSIGNED**